

**A RESOLUTION BY
COMMUNITY DEVELOPMENT AND HUMAN RESOURCES**

A RESOLUTION AUTHORIZING THE MAYOR TO ISSUE A NOTICE-TO-PROCEED WITH CH2M HILL, INC./WILLIAMS-RUSSELL AND JOHNSON, A JOINT VENTURE, FOR FC-7619-03C, ARCHITECTURAL AND ENGINEERING SERVICES FOR PROFESSIONAL SERVICES TO REVIEW BUILDING PERMIT APPLICATIONS AND COMMENTING ON COMPLIANCE WITH THE APPLICABLE CITY OF ATLANTA CODES, ON BEHALF OF THE DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT IN AN AMOUNT NOT TO EXCEED ONE HUNDRED THOUSAND DOLLARS (\$100,000.00). ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM FUND ACCOUNT AND CENTER NUMBER: 1A01 (GENERAL FUND) 524001 (CONSULTANT/PROF. SERVICES) Y22001 (ASSIST. DIRECTOR).

WHEREAS, the City of Atlanta ("City") did enter into Agreement FC-7619-03C, Annual Contract for Architectural and Engineering Services; and

WHEREAS, the Commissioner of the Department of Planning and Community Development requires Architectural and Engineering Services for Professional Services to Review Building Permit Applications and Commenting on Compliance with the Applicable City of Atlanta Codes in an amount not to exceed One Hundred Thousand Dollars (\$100,000.00); and

WHEREAS, the Commissioner of the Department of Planning and Community Development and the Chief Procurement Officer for the Department of Procurement have recommended CH2M Hill, Inc./Williams-Russell and Johnson, a Joint Venture, for Professional Services to Review Building Permit Applications and Commenting on Compliance with the Applicable City of Atlanta Codes.

THE CITY COUNCIL OF THE CITY OF ATLANTA, GEORGIA, HEREBY RESOLVE that the Mayor is authorized to issue a Notice-To-Proceed with CH2M Hill, Inc./Williams-Russell and Johnson, a Joint Venture, for FC-7619-03C, Annual Contract for Architectural and Engineering Services; in an amount not to exceed One Hundred Thousand Dollars (\$100,000.00).

BE IT FURTHER RESOLVED, that the Chief Procurement Officer is directed to prepare an appropriate agreement to be executed by the Mayor.

BE IT FURTHER RESOLVED, that this Notice-To-Proceed should not become binding on the City, and the City shall incur no liability under it until it has been executed by the Mayor, attested by the Municipal Clerk, approved as to form by the City Attorney and delivered to CH2M Hill.

BE IT FINALLY RESOLVED, that all services for said Notice-To-Proceed shall be charged to and paid from fund account and center number: **1A01 (GENERAL FUND) 524001(CONSULTANT/PROF. SERVICES) Y22001 (ASSIST. DIRECTOR).**

TRANSMITTAL FORM FOR LEGISLATION

TO: MAYOR'S OFFICE

ATTN: GREG PRIDGEON

Chief Procurement Officer Signature: _____

Adam L. Smith

Originating Department: Planning and
Community Development

Contact Person: Anthony Stanley x6384

Committee(s) of Purview: City Utilities Committee

Council Deadline: September 25, 2006

Committee Meeting Dates(s): October 10-11, 2006

Full Council Date: October 16, 2006

CAPTION

A RESOLUTION AUTHORIZING THE MAYOR OR DESIGNEE TO ISSUE A NOTICE-TO-PROCEED WITH CH2M HILL, INC./WILLIAMS-RUSSELL AND JOHNSON, A JOINT VENTURE, FOR FC-7619-03C, ARCHITECTURAL AND ENGINEERING SERVICES FOR PROFESSIONAL SERVICES TO REVIEW BUILDING PERMIT APPLICATIONS AND COMMENTING ON COMPLIANCE WITH THE APPLICABLE CITY OF ATLANTA CODES ON BEHALF OF THE DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT IN AN AMOUNT NOT TO EXCEED ONE HUNDRED THOUSAND DOLLARS (\$100,000.00). ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM FUND ACCOUNT AND CENTER NUMBER: 1A01 (GENERAL FUND) 524001(CONSULTANT/PROF. SERVICES) Y22001 (ASSIST. DIRECTOR).

BACKGROUND

THE DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT IS SEEKING ASSISTANCE FROM CH2M HILL, INC./WILLIAMS-RUSSELL AND JOHNSON, A JOINT VENTURE, TO PROVIDE PROFESSIONAL SERVICES TO REVIEW CONSTRUCTION DOCUMENTS FOR COMPLIANCE WITH THE CURRENT APPLICABLE INTERNATIONAL RESIDENTIAL CODE 2000, INTERNATIONAL BUILDING CODE 2000, LIFE SAFETY CODE 2002, AND RELATED GEORGIA STATE AMENDMENTS.

FINANCIAL IMPACT (if any): \$ 100,000.00

Mayor's Staff Only

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Received by Mayor's Office: _____ Reviewed by: _____
(date) (initials) (date)

Submitted to Council: _____
(date)

Action by Committee: _____ Approved _____ Adversed _____ Held _____ Amended
_____ Substitute _____ Referred _____ Other

**DEPARTMENT OF PROCUREMENT
LEGISLATION SUMMARY**

TO: City Utilities Committee

CAPTION

A RESOLUTION AUTHORIZING THE MAYOR OR DESIGNEE TO ISSUE A NOTICE-TO-PROCEED WITH CH2M HILL, INC./WILLIAMS-RUSSELL AND JOHNSON, A JOINT VENTURE, FOR FC-7619-03C, ARCHITECTURAL AND ENGINEERING SERVICES FOR PROFESSIONAL SERVICES TO REVIEW BUILDING PERMIT APPLICATIONS AND COMMENTING ON COMPLIANCE WITH THE APPLICABLE CITY OF ATLANTA CODES ON BEHALF OF THE DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT IN AN AMOUNT NOT TO EXCEED ONE HUNDRED THOUSAND DOLLARS (\$100,000.00). ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM FUND ACCOUNT AND CENTER NUMBER: 1A01 (GENERAL FUND) 524001(CONSULTANT/PROF. SERVICES) Y22001 (ASSIST. DIRECTOR).

**REQUESTING
DEPARTMENT:**

Department of Planning and Community Development

CONTRACT TYPE:

Professional Services

AWARDEE:

CH2M HILL, INC./WILLIAMS-RUSSELL AND JOHNSON, JV

SELECTION:

Sealed RFP

PROPOSALS DUE:

January 7, 2004

INVITATIONS MAILED:

146

**PROPOSALS
RECEIVED:**

12

APPROVED CONTRACTORS:

Arcadis/BPA – Joint Venture (FC-7619-03A)
Atlanta Services Group (FC-7619-03B)
CH2M Hill, Inc./Williams-Russell and Johnson–Joint Venture
(FC-7619-03C)
Jacobs/PRAD/PBS&J-Joint Venture aka JP2 (FC-7619-03D)
Metcalf and Eddy/Cardoza Engineering-Joint Venture
(FC-7619-03E)
Shaw Environmental, Inc. and AIM Partner (FC-7619-03F)

BACKGROUND:

THE DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT IS SEEKING ASSISTANCE FROM CH2M HILL, INC./WILLIAMS-RUSSELL AND JOHNSON, A JOINT VENTURE, TO PROVIDE PROFESSIONAL SERVICES TO REVIEW CONSTRUCTION DOCUMENTS FOR COMPLIANCE WITH THE CURRENT APPLICABLE INTERNATIONAL RESIDENTIAL CODE 2000, INTERNATIONAL BUILDING CODE 2000, LIFE SAFETY CODE 2002, AND RELATED GEORGIA STATE AMENDMENTS.

**EVALUATION TEAM
COMPOSITION:**

DWM, OCC, DPW, LAW, OGS, DPRCA

**PROJECT
PARTICIPATION:**

CH2M Hill, Inc./Williams-Russell and Johnson, Inc. a JV (15 pts.)

Williams-Russell and Johnson	AABE	32%
C.E.R.M.	AABE	4%
Precision Engineering and Surveying, Inc.	AABE	4%
Desmear Systems, Inc.	AABE	3%
Cheeks/Hornbein & Associates	AABE	4%
Smith Real Estate Services, Inc.	FBE	4%
CSA Central, Inc.	HBE	3%
Eagle Environmental Group	FBE	2%
Neil Engineering	FBE	2%
RCS Enterprises, Inc.	FBE	2%
D. Clark Harris	FBE	2%
PEQ	FBE	3%
Clarification and Mediation	FBE	3%
Participation Total		68%



CITY OF ATLANTA

DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT

55 Trinity Avenue, S.W. SUITE 1450 - ATLANTA, GEORGIA 30303

404-330-6070 - FAX: 404-658-7638


<http://www.atlantaga.gov/Government/Planning.aspx>

SHIRLEY FRANKLIN
MAYOR

Steven R. Cover, AICP
Commissioner

MEMORANDUM

To: Adam L. Smith, Chief Procurement Officer
Department of Procurement

From: Steve Cover, Commissioner 
Department of Planning and Community Development

Date: August 21, 2006

Re: **Legislative Request**
Professional Services to Review Building Permits Applications and
Commenting on Compliance with the Applicable COA Codes.
Contractor: CH2MHILL/WILLIAMS, RUSSELL, JOHNSON, JV

Please prepare the appropriate legislation for the above reference services. We anticipate services in an amount not to exceed \$100,000. Please find attached the Scope of Services and Requisition No. Y2206001. The costs shall be charged to Fund, Account and Center No. 1A01-524001-Y22001.

If you have any questions concerning this matter, please do not hesitate to contact Ibrahim Maslamani, Director, Bureau of Buildings, at 404-330-6601 or James Shelby, Deputy Commissioner, at 404-330-6070

Your assistance in this matter is requested and appreciated.

Cc: Luz Borrero, Deputy COO
James Shelby, Deputy Commissioner, DPCD
Ibrahim Maslamani, Director, Bureau of Buildings
Bronaugh Bridges, Budget Manager, DPCD

Type B Building

Commercial Development

1. New
2. Additions
3. Alterations and Repair

Type C Building

New Multi-Family Development

1. New
2. Additions
3. Alterations and Repair

Scope of Services

Task 1 – Project Management

Project management activities include the preparation of internal project set up; staff assignments; and the preparation of monthly invoices with an abbreviated status report of the project.

Task 2 – Document Development

The JV team will meet with COA stakeholders (i.e. Bureau of Buildings Director and or Building Permit Chief) to discuss project objectives, and to ensure that the goals and expectations for the project are understood and achieved.

Task 3 – Supplemental Professional Review and Approval Services

Provide personnel to conduct plan review and approval services for the COA in the following manner:

- The JV will provide one (1) on-site plan Reviewer/Coordinator. The plan JV Reviewer/Coordinator will be located and work in an appropriate area identified by the COA at City Hall.
- The JV Reviewer/Coordinator will work 3 to 4 days per week at City Hall. The JV Reviewer/Coordinator shall possess the necessary skills, education and knowledge to perform the following duties:
 - Permit Application Review: This shall include the review and accuracy of the required information such as owner information, address, project square footage, and any other required documentation.
 - Plan Review: Includes the review of plans for building/life safety code compliance.

- Any building permit construction document applications requiring structural, electrical, plumbing, and HVAC code compliance reviews, will be assigned by the JV Reviewer/Coordinator to specialized reviewers located in the JV office at 771 Spring Street, Atlanta, Ga. In cases of a backlog of permit applications, the JV Review/Coordinator may from time to time forward permit plans to the JV office for building/life safety code compliance reviews as well.
- The JV Reviewer/Coordinator will route the appropriate applications to and from the JV office utilizing the COA provided courier service.
- All review comments on the application will be consolidated by the JV Reviewer/Coordinator; approval or disapproval of the application will be determined by the Reviewer/Coordinator.
- If requested by the COA, the JV Reviewer/Coordinator will meet with permit applicants to discuss corrections required until plan(s) are approved per the applicable code.

Assumptions

The major assumptions for Tasks 1 are summarized below:

1. COA will be responsible for the administrative task of logging in the applicant plans, tracking the plans while under review, and the final issuance of the Building Permit.
2. COA will deliver the plans to the JV on-site Reviewer/Coordinator for compliance review.
3. Plans are reviewed and, if in compliance with applicable Code, return to COA for issuance of building permit.
4. Plans that are not in compliance with applicable Code will be "Red-Lined" for corrections. If requested, an appointment with the plan applicant and the JV Reviewer/Coordinator will be scheduled at the COA.
5. Applicant will be directed to make all required correction(s) to the plans and resubmit. If required, additional compliance review meetings will be scheduled by the JV Reviewer/Coordinator and the plan applicant.
6. When the plans represent Code compliance, JV personnel will recommend approval and the permit issued by COA.
7. JV Reviewer/Coordinator will provide a weekly status report to COA of plans reviewed/approved and backlog on hand.
8. COA will deliver and pick-up from JV office all applications that have been referred for code compliance on a regularly scheduled basis.
9. Staff persons will be budgeted assuming no overtime will be worked on the project.

10. JV will provide an acceptable turnaround time for the review of the building permit applications.

Compensation

The COA will compensate the JV for the scope of services presented herein on a per diem basis, with a not to exceed cost of \$100,000.00. The labor rates for the basis of this proposal are provided in Attachment A.

Joint Venture Project Team

This work will be performed in accordance with the terms and conditions of the agreement between the City of Atlanta and CH2M HILL/Williams-Russell & Johnson (WRJ) - a JV, FC7619-04C, Annual Contract for Architectural Engineering Services, executed May 17, 2004, and Renewal Agreement No. 1. The JV team, carefully selected by the JV Program Manager is comprised of mid-level, senior engineering and M/FBE consultant professionals highly qualified in this subject matter to deliver a quality product within the budgetary and schedule constraints.

Thank you for the opportunity to submit this proposal for emergency response services. Please feel free to contact us with any questions or to request additional information.

Sincerely,

CH2M HILL/WRJ



Gerri Dickerson, P.E.
Program Manager



Frederick Artis
Deputy Program Manager

ATTACHMENT A
CITY OF ATLANTA - Professional Services to Review and Approve Construction Documents
TASK ORDER UNDER CONTRACT FC - 7619-04C

HOURLY BILLING RATES FOR CH2M HILL/WRJ

	PROPOSED HOURLY RATES THIS CONTRACT - OFFICE			PROPOSED HOURLY RATES THIS CONTRACT - FIELD		
	June 1, 2004 to May 31, 2005	June 1, 2005 to May 31, 2006	June 1, 2006 to May 31, 2007	June 1, 2004 to May 31, 2005	June 1, 2005 to May 31, 2006	June 1, 2006 to May 31, 2007
CLASSIFICATION						
Architect 4	\$88.55	\$88.55	\$88.55	\$77.50	\$77.50	\$77.50
Architect 6	\$111.51	\$111.51	\$111.51	\$99.17	\$99.17	\$99.17
Architect 7	\$143.61	\$143.61	\$143.61	\$128.33	\$128.33	\$128.33
Landscape Architect	\$82.06	\$82.06	\$82.06	\$74.91	\$74.91	\$74.91
Engineer 8	\$174.74	\$174.74	\$174.74	\$159.42	\$159.42	\$159.42
Engineer 7	\$150.14	\$150.14	\$150.14	\$137.01	\$137.01	\$137.01
Engineer 6	\$123.11	\$123.11	\$123.11	\$111.40	\$111.40	\$111.40
Engineer 5	\$100.13	\$100.13	\$100.13	\$91.27	\$91.27	\$91.27
Engineer 4	\$83.46	\$83.46	\$83.46	\$78.51	\$78.51	\$78.51
Engineer 3	\$71.79	\$71.79	\$71.79	\$66.23	\$66.23	\$66.23
Designer 4	\$92.22	\$92.22	\$92.22	\$83.71	\$83.71	\$83.71
Designer 3	\$76.98	\$76.98	\$76.98	\$70.05	\$70.05	\$70.05
Drafting Supervisor	\$87.87	\$87.87	\$87.87	\$80.31	\$80.31	\$80.31
Designer 2	\$67.17	\$67.17	\$67.17	\$61.11	\$61.11	\$61.11
Construction Manager				\$115.10	\$115.10	\$115.10
Resident Engineer				\$89.06	\$89.06	\$89.06
Field Engineer				\$65.51	\$65.51	\$65.51
Office services	\$55.96	\$55.96	\$55.96	\$48.90	\$48.90	\$48.90

Attachment A-Scope of Services Cost Summary
Add Name of Proposal Here

Attachment B

CITY OF ATLANTA - Professional Services to Review and Approve Construction Documents
 TASK ORDER UNDER CONTRACT FC - 7619-04C

COST SUMMARY

Task	Description	Architect 7	Architect 6	Engineer 6	Engineer 5	Engineer 3	Clerical/ Administrative Assistant	Labor Hrs	Labor Cost	Other Expenses	Total
1	Project Management										
1.1	Develop Project Instructions	5					45	5	\$ 718	\$ 250	\$ 968
1.2	Prepare Monthly Project Status Reports and Invoice	49					45	95	\$ 9,555	\$ 250	\$ 9,805
	Sub-Total	54	0	0	0	0	45	100	\$ 10,273	\$ 250	\$ 10,523
2	Building Permit Application Review	335	130	80	155	35		790	\$ 87,975	\$ 1,500	\$ 89,475
	Sub-Total	335	130	80	155	35	0	0	\$ -	\$ -	\$ -
3							0	790	\$ 87,975	\$ 1,500	\$ 89,475
	Sub-Total	0	0	0			0	0	\$ -	\$ -	\$ -
4							0	0	\$ -	\$ -	\$ -
	Sub-Total	0	0	0			0	0	\$ -	\$ -	\$ -
5							0	0	\$ -	\$ -	\$ -
	Sub-Total	0	0	0			0	0	\$ -	\$ -	\$ -
6							0	0	\$ -	\$ -	\$ -
	Sub-Total	0	0	0			0	0	\$ -	\$ -	\$ -
7							0	0	\$ -	\$ -	\$ -
	Sub-Total	0	0	0			0	0	\$ -	\$ -	\$ -
8							0	0	\$ -	\$ -	\$ -
	Sub-Total	0	0	0			0	0	\$ -	\$ -	\$ -
	Grand Total	389	130	80	155	35	45	890	\$ 98,248	\$ 1,750	\$ 99,998

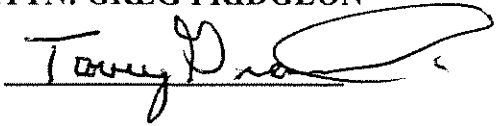
Task	Expense Description	Amount
1	Project Management	\$10,523.00
2	Building Permit Application Review	\$89,475.00
	Total	\$99,998.00

TRANSMITTAL FORM FOR LEGISLATION

TO: MAYOR'S OFFICE

ATTN: GREG PRIDGEON

Legislative Counsel (Signature): TERRY GRANDISON



Contact

Number: 6946

Originating Department: Planning

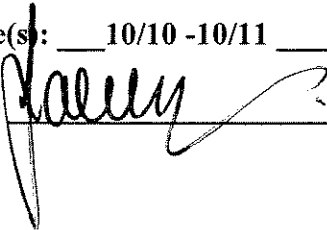
Committee(s) of Purview: Community Development and Human Resources

Council

Deadline: 9/25/06

Committee Meeting Date(s): 10/10 -10/11 Full Council Date: 10/16/06

Commissioner Signature



CAPTION

A RESOLUTION AUTHORIZING THE MAYOR TO ISSUE A NOTICE-TO-PROCEED WITH CH2M HILL, INC./WILLIAMS-RUSSELL AND JOHNSON, A JOINT VENTURE, FOR FC-7619-03C, ARCHITECTURAL AND ENGINEERING SERVICES FOR PROFESSIONAL SERVICES TO REVIEW BUILDING PERMIT APPLICATIONS AND COMMENTING ON COMPLIANCE WITH THE APPLICABLE CITY OF ATLANTA CODES, ON BEHALF OF THE DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT IN AN AMOUNT NOT TO EXCEED ONE HUNDRED THOUSAND DOLLARS (\$100,000.00). ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM FUND ACCOUNT AND CENTER NUMBER: 1A01 (GENERAL FUND) 524001 (CONSULTANT/PROF. SERVICES) Y22001 (ASSIST. DIRECTOR).

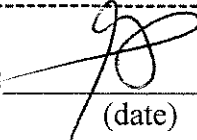
FINANCIAL IMPACT (if any):

Mayor's Staff Only

Received by Mayor's Office:

9/25/06
(date)

Reviewed by:


(date)

Submitted to Council:

9/29/06
(date)